

29 April 1977

MEMORANDUM FOR: Deputy Director for Administration

25X1A FROM : [REDACTED]
Acting Director of PersonnelSUBJECT : Office of Personnel Report --
Week Ending 29 April 19771. Demonstration: [REDACTED] 25X1A

regional recruiter, spent Tuesday, 26 April, at Adams State College in Alamoso, Colorado, where he was scheduled by the Placement Office for a full day of interviews. At approximately 1630 hours, he was advised that four or five student demonstrators were parading outside of the building and carrying placards protesting the presence of CIA on campus.

25X1A [REDACTED] completed his interviewing and left his booth a short time thereafter. On the way out of the building he was approached by a young lady who identified herself as a representative of the campus newspaper and asked if [REDACTED] had any comment on the demonstration. He replied that he had not even seen the demonstrators and certainly could not comment on their objectives. He left the Placement Center by way of an exit on a different side of the building and departed the campus without any confrontation.

2. Women Engineers: Arrangements were made with the Association for Women in Science of Washington, D. C., to have a computer run made of women engineers who might have backgrounds of interest to our Office of Logistics. The search, which was requested by Logistics officials, turned up only one name. It was so disappointing to the Association that it waived its \$35 search fee.

3. Search for Architect: Efforts continued during the week in our current search for an architect for Logistics. Six candidates in the local area were contacted and brought in to our Washington Area Recruitment Office for interviews with OP and OL representatives. Three candidates look very promising at this point according to Logistics officials.

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4. Anonymous Caller: An anonymous caller phoned the Washington Area Recruitment Office on Tuesday, 26 April, to alert us to an announcement which would be of interest to CIA. The caller stated that the message would be aired on radio station WAVA at 9:30 a.m. on Wednesday, 27 April. The message turned out to be a five-minute commentary on the six-billion dollar intelligence budget.

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5. Seminar: [REDACTED] of our Plans Staff attended the Hewitt-Packard (HP) mini-computer seminar at Shady Grove on 28 April.

6. Freeze: We were advised on 26 April that there is a complete freeze in the Operations Directorate on clerical hiring -- full-time and part-time. Up to this point, the freeze has applied to full-time personnel only.

7. Hire the Handicapped: A first for the Handicapped Program: Processing has been initiated on a paraplegic applicant whom NPIC interviewed several months ago. That Office has submitted an action to employ him as a GS-07 Intelligence Research Specialist (Photo Interpreter).

8. Standards:

a. Work continues on developing benchmark position descriptions for use with the draft FBS classification standard for Operations Officers.

b. The PMCD-developed draft standard (DDO Reports and Requirements Officers) continues to be reviewed by senior DDO Reports Officers for the purpose of providing comment and complete data on this occupational series.

9. Rehired Annuitants:

a. The following cases were approved for the Directorate of Administration:

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[REDACTED] - Independent Contractor,
Office of Security, new hire for one year.

25X1A

[REDACTED] - Independent Contractor,
Office of Training, Memorandum of Oral
Agreement for one-time use from 28 March -
27 May 1977. ([REDACTED] is a Department
of State retiree.)

25X1A

25X1A [REDACTED] - Independent Contractor,
Office of Personnel, extension through
31 December 1977.

25X1A [REDACTED] - Independent Contractor,
Confidential Correspondent, Office of
Security, one-year extension.

25X1A [REDACTED] - Independent Contractor,
Confidential Correspondent, Office of
Security, one-year extension.

b. The following case was terminated for the
Directorate of Administration:

25X1A [REDACTED] - Independent
Contractor, Confidential Correspondent,
Office of Security, terminated 12 April
1977.

10. Educational Aid Fund: The number of completed
EAF applications received as of this time is 146, with an
additional 20 applications in various stages of completion.
The highest number of applications previously submitted was
136 in 1971.

11. Running Track and Exercise Room: The damaged end
of the running track has been repaired. The track has been
shortened by approximately four feet so that maintenance
vehicles now drive over it perpendicular to the leading
edge instead of with the turning motion which was previously
necessary. The leading edge has also been fitted with a
protective heavy plastic strip. It is believed that these
changes will prevent future damage by maintenance vehicles.
Also, in conjunction with the program of upgrading the
physical fitness facilities, the exercise room floor is to
be retiled this weekend.

12. Savings Bonds -- Agency Advertising to be Copied:
A sample of the "tents" placed on the cafeteria tables to
advertise our Savings Bonds Campaign were so well received
by representatives of the Treasury Department that they have
decided to duplicate them, with slight modification, for
use by other agencies (sample attached).

Coming Events:

1. Preparation of Agency Employee Survey Reports for
the Heads of Career Services will commence next week.

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2. We plan to complete the APP transmittal papers for the DDCI.



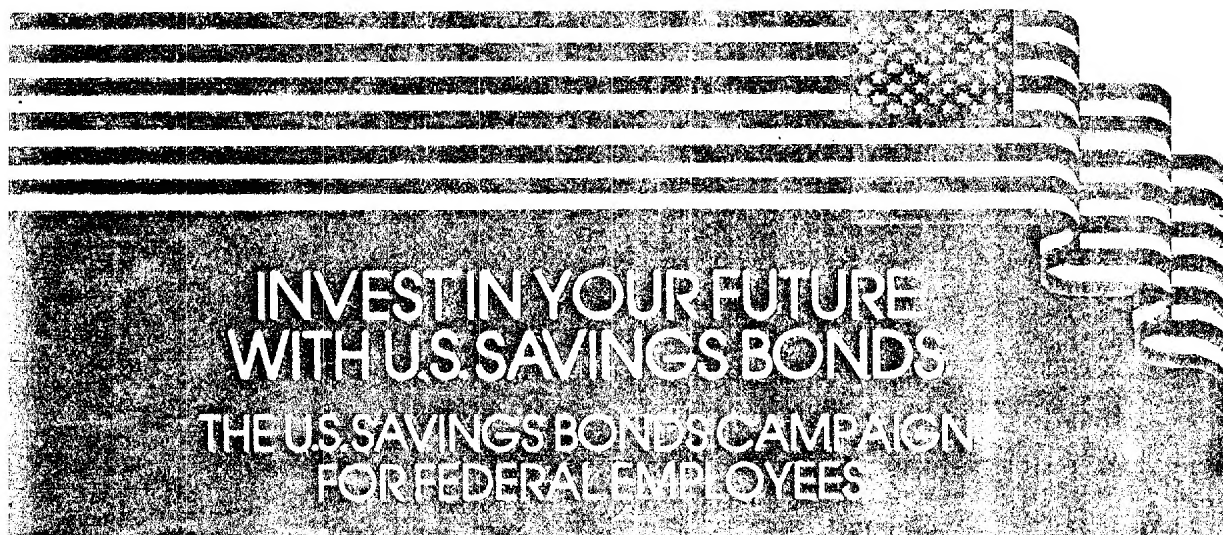
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25X1A OD/Pers/[REDACTED]:jmm (29 Apr 77)



see your office key person April 4-29